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Approved For Release 2002/05/07 : CIA-RDP86-00244R000200010027-5

30 September 1969

MEMORANDUM FOR THE RECORD:

SUBJECT: Meeting with [] Assistant to the Executive
Director-Comptroller

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1. A section of the Inspector General Staff (Auditors) is located in the Key Building. Also the Historical Staff of the Director's office is located in the Key Building and the Magazine Building. Each of these elements consists primarily of office space with a small amount of special files. It, therefore, did not appear necessary for the Director's office, and the independent offices related thereto, to have a Building Planning Coordinator.

2. I discussed the above situation and the interests which the BPS had in overall Agency projections with []. I told him that in my opinion the PPB would be in an excellent position to provide guidance on trends which were developing in the various elements in the Agency and that, for this purpose and related BPS requirements, John Clarke, Director, PPB, had provided one of his officers as the PPB representative for this Staff whenever required. It was further indicated that probably any coordination or projections into planning for the future could be solved for the independent offices through the PPB by using the PPB representative as the BPS channel. Thus, [] and I agreed that no Building Planning Coordinator, as such, appeared to be required, at least at this time, from ODCI and the independent offices.

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3. Detailed information eventually will be required in planning for checkerboard moves and space requirements. For this purpose [] recommended that the BPS rely upon [] Administrative Officer, ODCI. [] is fully cognizant of the personnel, space, and equipment requirements of the ODCI and independent offices. He will develop or obtain from the offices involved the necessary details essential to carrying out the BPS mission.

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4. [] agreed to clear our understandings with Colonel White, Executive Director-Comptroller, and if he concurs, will discuss the nature of our meeting and the general type of assistance which will be required in the future, with [] and Mr. Clarke. (After the meeting was over, [] phoned to advise

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downgrading and
declassification

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that he had obtained the concurrence of Colonel White and informed
[] of their expected participation in the
building planning program as regards ODCI and the independent
offices.)

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[]

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Chief

Building Planning Staff, OL

Distribution:

- Orig - OL/EPS/Subject Files - DCI**
- 1 - OL/EPS/Subject Files - Independent Offices**
- 1 - OL/EPS/Subject Files - Building Planning Coordinator**
- 1 - OL/EPS/Subject Files - Building Planning Assistant**
- 1 - OL/EPS/Chrono File**

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(2 October 1969)

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